

**PROGRAM SOLICITATION**  
**Number 91.1**  
**Small Business**  
**Innovation Research**  
**Program**

**U.S. Department of Defense**  
**SBIR Program Office**  
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# **DoD PROGRAM SOLICITATION FOR SMALL BUSINESS INNOVATION RESEARCH**

## **1.0 PROGRAM DESCRIPTION**

### **1.1 Introduction**

The Army, Navy, and Defense Advanced Research Projects Agency (DARPA), hereafter referred to as DoD Components, invite small business firms to submit proposals under this program solicitation entitled Small Business Innovation Research (SBIR). Firms with strong research and development capabilities in science or engineering in any of the topic areas described in Appendix D are encouraged to participate. Subject to availability of funds, DoD Components will support high quality research or research and development proposals of innovative concepts to solve the listed defense related scientific or engineering problems.

Objectives of the DoD SBIR Program include stimulating technological innovation in the private sector, strengthening the role of small business in meeting DoD research and development needs, fostering and encouraging participation by minority and disadvantaged persons in technological innovation, and increasing the commercial application of DoD supported research or research and development results.

The Federal SBIR Program is mandated by Public Laws PL 97-21 and PL 99-443. The basic design of the DoD SBIR Program is in accordance with the Small Business Administration (SBA) SBIR Policy Directive, June 1988. The DoD Program presented in this solicitation strives to encourage scientific and technical innovation in areas specifically identified by DoD Components. The guidelines presented in this solicitation incorporate and exploit the flexibility of the SBA Policy Directive to encourage proposals based on scientific and technical approaches most likely to yield results important to DoD. Results from prior years are shown in Reference A at the back of this solicitation.

### **1.2 Three Phase Program**

This program solicitation is issued pursuant to the Small Business Innovation Development Act of 1982, PL 97-219 and PL99-443. Phase I is to determine, insofar as possible, the scientific or technical merit and feasibility of ideas submitted under the SBIR Program and will typically be one half person year effort over a period not to exceed six months. Proposals should concentrate on that research or research and development which will significantly contribute to proving the scientific and technical feasibility of the proposed effort, the successful completion of which is a prerequisite for further DoD support in Phase II. The measure of Phase I success includes evaluations of the extent to which Phase II results have the potential to yield a product or process of continuing importance to DoD. Proposers are asked to consider whether the research and development they are proposing to DoD Components also has commercial possibilities, either for the proposed application or as a base for other applications.

If it appears to have such potential, proposers are encouraged, on an optional basis, to obtain a contingent commitment for private follow-on funding to pursue further development of the commercial potential after the government funded research and development phases.

Subsequent Phase II awards will be made to firms only on the basis of results from the Phase I effort, and the scientific and technical merit of the Phase II proposal. Phase II awards will typically cover 2 to 5 person-years of effort over a period generally not to exceed 24 months, subject to negotiation. Phase II is the principal research or research and development effort and is expected to produce a well defined deliverable product or process. A more comprehensive proposal will be required for Phase II.

Under Phase III, non-federal capital is expected to be used by the small business to pursue commercial applications of the research or development. Also, under Phase III, federal agencies may award non-SBIR funded follow-on contracts for products or processes which meet the mission needs of those agencies. This solicitation is designed in part, to provide incentives for the conversion of federally sponsored research and development innovation in the private sector. The federal research and development can serve as both a technical and venture capital base for ideas which may have commercial potential.

This solicitation is for Phase I Proposals only. Any proposal submitted under prior SBIR solicitations will not be considered under this solicitation; however, offerors who were not awarded a contract in response to a particular topic under prior SBIR solicitations are free to update or modify and submit the same or modified proposal if it is responsive to any of the topics listed in Appendix D hereto.

For Phase II, no separate solicitation will be issued as only those firms that were awarded Phase I contracts will be considered (Section 4.3 and 5.2).

DoD is not obligated to make any awards under either Phase I, II, or III. DoD is not responsible for any monies expended to the proposer before award of any contract.

### **1.3 Follow-On Funding**

In addition to supporting the scientific and engineering research development, another important goal of the program is conversion of DoD supported research or research and development into technological innovation by private firms. Therefore,

on an optional basis, the DoD Program includes an incentive for proposers to obtain a contingent commitment for private follow-on funding prior to Phase II to continue the innovation process where it is felt that the research or research and development also have commercial potential.

Proposers who feel that their research or research and development have the potential to meet market needs, in addition to meeting DoD objectives, are encouraged to obtain non-federal follow-on funding for Phase III to pursue commercial development. The commitment should be obtained during the course of Phase I performance. This commitment may be contingent on the DoD supported research or development meeting some specific technical objectives in Phase II which if met, would justify non-federal funding to pursue further development for commercial purposes in Phase III. Note that when several Phase II proposals are evaluated as being of approximately equal merit, proposals that demonstrate such a commitment for follow-on funding will receive extra consideration during the evaluation process.

The recipient will be permitted to obtain commercial rights to any invention made in either Phase I or Phase II, subject to the patent policies as stated in this solicitation Section 5.7.

#### **1.4 Eligibility and Limitation**

Each proposer must qualify as a small business for research or research and development purposes as defined in Section 2.0 and certify to this on the Cover Sheet (Appendix A) of the proposal. In addition, a minimum of two-thirds of each Phase I SBIR project must be carried out by the proposing firm. For Phase II a minimum of one-half of the effort must be performed by the proposing firm. For both Phase I and II the primary employment of the principal investigator must be with the small business firm at the time of the award and during the conduct of the proposed effort. Primary employment means that more than one-half of the principal investigator's time is spent with the small business. Deviations from these requirements must be approved in writing by the contracting officer.

For both Phase I and Phase II the research or research and development work must be performed by the small business concern in the United States. "United States" means the fifty states, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, the Trust Territory of the Pacific Islands, and the District of Columbia.

Joint ventures and limited partnerships are permitted, provided that the entity created qualifies as a small business in accordance with the Small Business Act. 15 USC 631, and the definition included in this solicitation.

#### **1.5 Conflicts of Interest**

Awards made to firms owned by or employing current or previous Federal Government employees could create conflicts of interest for those employees in violation of 18 USC 2397. Such proposers should contact the cognizant Ethics Counsellor of the DoD Component for further guidance.

#### **1.6 Contact with DoD**

- a. Oral Communications. Oral communications with DoD Components regarding this solicitation during the Phase I proposal preparation periods are prohibited for reasons of competitive fairness, with the exceptions as stated in Section 1.6, 7.0, and Appendix D of this program solicitation.
- b. Contacts for General Information of This Solicitation. General information questions pertaining to proposal instructions contained in this solicitation should be directed to:

Mr. Bob Wrenn  
SBIR Coordinator  
OSD/SADBU  
U.S. Department of Defense  
The Pentagon – Room 2A340  
Washington, DC 20301-3061  
(202) 697-1481

Other non-technical questions pertaining to a specific DoD Component should be directed in accordance with instructions given at the beginning of that DoD Component's topics in Appendix D of this solicitation.

- c. Requests for Additional Copies of This Solicitation. Additional copies of this solicitation may be ordered from the Defense Technical Information Center: Attn: DTIC/SBIR, Building 5 Cameron Station, Alexandria, Virginia 22304-6415; telephone toll free (800) 368-5211 commercial for Virginia, Alaska, and Hawaii (202) 274-6902.

## 2.0 DEFINITIONS

The following definitions apply for the purposes of this solicitation:

### 2.1 Research or Research and Development.

**Basic Research** – A systematic, intensive study directed toward greater knowledge or understanding of the subject studied.

**Exploratory Development** – A systematic study directed specifically toward applying new knowledge to meet a recognized need.

**Advanced Development or Engineering Development** – A systematic application of knowledge towards the production of useful materials, devices and systems or methods, including design, development, and improvement of prototypes and new processes to meet specific requirements.

### 2.2 Small Business

A small business concern is one that, at the time of award of a Phase I or Phase II contract:

a. Is independently owned and operated and organized for profit, is not dominant in the field of operation in which it proposing, and has its principal place of business located in the United States;

b. Is at least 51% owned, or in the case of a publicly owned business, at least 51% of its voting stock is owned by the United States citizens or lawfully admitted permanent resident aliens;

c. Has, including its affiliates, a number of employees not exceeding 500, and meets the other regulatory requirements found in 13 CFR 121. Business concerns, other than investment companies licensed, or state development companies qualifying under the Small Business Investment Act of 1958, 15 USC 661, et seq., are affiliates of one another when either directly or indirectly (1) one concern controls or has the power to control the other; or (2) a third party or parties controls or has the power to control both. Control can be exercised through common ownership, common management, and contractual relationships. The term “affiliates” is defined in greater detail in 13 CFR 121.3-2(a). The term “number of employees” is defined in 13 CFR 121.3-2(t). Business concerns include, but are not limited to, any individual, partnership, corporation, joint venture, association or cooperative.

### 2.3 Minority and Disadvantaged Small Business

A small business that is at the time of award of a Phase I or Phase II contract:

a. At least 51% owned by one or more minority and disadvantaged individuals; or, in the case of any publicly owned business, at least 51% of the voting stock of which is owned by one or more minority and disadvantaged individuals; and

b. Whose management and daily business operations are controlled by one or more of such individuals.

While these individuals and small concerns will be required to compete for SBIR on the same basis as all other small businesses, attention will be given to a special outreach effort to ensure that minority and disadvantaged firms will have notice of this solicitation.

A minority and disadvantaged individual is defined as a member of any of the following groups; Black Americans; Hispanic Americans; Native Americans; Asian-Pacific Americans; or subcontinent-Asian Americans.

### 2.4 Women-Owned Small Business

A women-owned small business is one that is at least 51% owned by a woman or women who also control and operate it. “Control” in this context means exercising the power to make policy decisions. “Operate” in this context means being actively involved in the day-to-day management.

### 2.5 Subcontract

A subcontract is any agreement, other than one involving an employer-employee relationship, entered into by a Federal Government contract awardee calling for supplies or services required solely for the performance of the original contract. This includes consultants.

### 3.0 PROPOSAL PREPARATIONS INSTRUCTIONS AND REQUIREMENTS

#### 3.1 Proposal Requirements

A proposal to any DoD Component under the SBIR Program is to provide sufficient information to persuade the DoD Component that the proposed work represents a sound approach to the investigation of an important scientific or engineering problem and is worthy of support under the stated criteria.

The quality of the scientific or technical content of the proposal will be the principal basis upon which proposals will be evaluated. The proposed research or research and development must be responsive to the technological innovation, new commercial products, process, or services which benefit the public.

Those responding to this solicitation should note the proposal preparation tips listed below:

- Read and follow all instructions contained in this solicitation; including those contained in Appendix D.
- Use the free technical information services from DTIC (Section 7.5) and also the free assistance available at the DCAS near you (Section 7.3).
- Mark proprietary information as instructed in Section 5.5.
- Limit your proposal to 25 pages.
- Don't include proprietary information in the project summary (Appendix B).

#### 3.2 Proprietary Information

If information is provided which constitutes a trade secret, proprietary, commercial or financial information, confidential personal information, or data affecting the national security, it will be treated in confidence to the extent permitted by law, provided it is clearly marked in accordance with Section 5.5.

#### 3.3 Limitations on Length of Proposal

This solicitation is designed to reduce the investment of time and cost to small firms in preparing a formal proposal. Those who wish to respond must submit a direct, concise and informative research or research and development proposal of no more than 25 pages, (no type smaller than elite on standard 8 1/2" X 11" paper with one (1) inch margins, 6 lines per inch) including Proposal Cover Sheet (Appendix A), Project Summary (Appendix B), Cost Proposal (Appendix C), and any enclosures or attachments. Promotional and non-project related discussion is discouraged. Cover all items listed below in Section 3.4 in the order given. The space allocated to each will depend on the problem chosen and the principal investigator's approach. In the interest of equity, no additional attachments, appendices or references beyond the 25 page limitation will be considered in proposal evaluation, and proposals in excess of the 25 page limitation will not be considered for review or award.

The proposal must address the research or research and development proposed on the specific topic chosen. It is not necessary to provide a lengthy discourse on the commercial applications in the Phase I proposal except to discuss briefly as described in Section 3.4, items b and h.

#### 3.4 Phase I Proposal Format

All pages shall be consecutively numbered.

- a. Cover Sheet. Complete Appendix A, photocopy the completed form and use it as Page 1 of each copy of your proposal.
- b. Project Summary. Complete and photocopy the form identified as Appendix B as Page 2 of each copy of your proposal. The technical abstract should include a brief description of the project objectives, and description of the effort. Anticipated benefits and commercial applications of the proposed research or research and development should also be summarized in the space provided. The Project Summary of successful proposals will be submitted for publication with unlimited distribution and, therefore, will not contain proprietary or classified information.
- c. Identification and Significance of the Problem or Opportunity. Define the specific technical problem or opportunity addressed and its importance (Begin on Page 3 of your proposal).
- d. Phase I Technical Objectives. Enumerate the specific objectives of the Phase I work, including the questions it will try to answer to determine the feasibility of the proposed approach.
- e. Phase I Work Plan. Provide an explicit, detailed description of the Phase I approach. The plan should indicate what is planned, how and where the work will be carried out, a schedule of major events, and the final product to be delivered. Phase I effort should attempt to determine the technical feasibility of the proposed concept. The methods planned to achieve each objective or task should be discussed explicitly and in detail. This section should be a substantial portion of the total proposal.
- f. Related Work. Describe significant activities directly related to the proposed effort, including any conducted by the principal investigator, by the proposing firm, consultants, or others, how it interfaces with the proposed project, and any planned coordination with outside sources. The proposal must persuade reviewers of the proposer's awareness of the state-of-the-art in the specific topic. Use of DTIC is encouraged.

- g. Relationship with Future Research or Research and Development. (1) State the anticipated results of the proposed approach if the project is successful. (2) Discuss the significance of the Phase I effort in providing a foundation for Phase II research or research and development effort.
- h. Potential Post Applications. Briefly describe: (1) Whether and by what means the proposed project appears to have potential use by the Federal Government. (2) Whether and by what means the proposed project appears to have potential commercial application.
- i. Key Personnel. Identify key personnel who will be involved in the Phase I effort including information on directly related education and experience. A concise resume of the principal investigator, including a list of relevant publications (if any), must be included.
- j. Facilities/Equipment. Describe available instrumentation and physical facilities necessary to carry out the Phase I effort. Items of equipment to be purchased (as detailed in Appendix C) shall be justified under this Section. Also state whether or not the facilities where the proposed work will be performed meet environmental laws and regulations of federal, state (name) and local governments for, but not limited to, the following groupings: airborne emissions, waterborne effluents, external radiation levels, outdoor noise, solid and bulk waste disposal practices, and handling and storage of toxic and hazardous materials.
- k. Consultants. Involvement of university or other consultants in the project may be appropriate. If such involvement is intended, it should be described in detail, and identified in Appendix C. A minimum of two-thirds of each SBIR projects must be carried out by the proposing firm, unless otherwise approved in writing by the contracting officer.
- l. Prior, Current, or Pending Support. If a proposal submitted in response to this solicitation is substantially the same as another proposal that has been or is funded by, or is pending with another federal agency or DoD Component or the same DoD Component, the proposer must indicate action on Appendix A and provide the following information:
  - 1. Name and address of the federal agency(s) or DoD Component to which a proposal was submitted, or will be submitted or from which an award is expected or has been received.
  - 2. Date of proposal submission or date of award.
  - 3. Title of proposal.
  - 4. Name and title of principal investigator for each proposal submitted or award received.
  - 5. Title, number, and date of solicitation(s) under which the proposal was submitted or will be submitted or under which award is expected or has been received.
  - 6. If award was received, state contract number.
  - 7. Specify the applicable topics for each SBIR proposal submitted or award received.

Note: If Section 3.4.1 does not apply, please state in the proposal "No prior, current, or pending support for a similar proposal."

- m. Cost Proposal. Complete the cost proposal in the form of Appendix C for the Phase I effort only. Some items of Appendix C may not apply to the proposed project. If such is the case, there is no need to provide information on each and every item. What matters is that enough information be provided to allow the DoD Component to understand how the proposer plans to use the requested funds if the contract is awarded.
  - 1. List all key personnel by name as well as by number of hours dedicated to the project as direct labor.
  - 2. Special tooling and test equipment and material cost may be included under Phases I and II. The inclusion of equipment and material will be carefully reviewed relative to need and appropriateness for the work proposed. The purchase of special tooling and test equipment must, in the opinion of the Contracting Officer, be advantageous to the government and should be related directly to the specific topic. These may include such items as innovative instrumentation and/or automatic test equipment. Title to property furnished by the government or acquired with government funds, will be vested with the DoD Component, unless it is determined that transfer of title to the contractor would be more cost effective than recovery of the equipment by the DoD Component.
  - 3. Cost for travel funds must be justified and related to the needs of the project.
  - 4. Cost sharing is permitted for proposals under this solicitation; however, cost sharing is not required nor will it be an evaluation factor in the consideration of a proposal.

### **3.5 Bindings**

Do not use special bindings or cover. Staple the pages in the upper left hand corner of each proposal.

### **3.6 Phase II Proposal**

A Phase II proposal can be submitted only by a Phase I awardee. Phase II is not initiated by a solicitation, but a proposal must contain a Cover Sheet (Appendix A) and a Project Summary Sheet (Appendix B) of this solicitation. Copies of Appendixes along with instructions regarding Phase II proposal preparation and submission will be provided by the DoD Components to all Phase I winners at time of Phase I contract award.



## **4.0 METHOD OF SELECTION AND EVALUATION CRITERIA**

### **4.1 Introduction**

Phase I proposals will be evaluated on a competitive basis and will be considered to be binding for six (6) months from the date of closing of this solicitation unless offeror states otherwise. If selection has not been made prior to the proposal's expiration date, offerors will be requested as to whether or not they want to extend their proposal for an additional period of time. Proposals meeting stated solicitation requirements will be evaluated by scientists or engineers knowledgeable in the topic area. Proposals will be evaluated first on their relevance to the chosen topic. Those found to be relevant will then be evaluated using the criteria listed in Section 4.2. Final decisions will be made by the DoD Component based upon these criteria and consideration of other factors, including possible duplication of other work, and program balance. A DoD Component may elect to fund several or none of the proposed approaches to the same topic. In the evaluation and handling of proposals, every effort will be made to protect the confidentiality of the proposal and any evaluations. There is no commitment by the DoD Components to make any awards on any topic, to make a specific number of awards or to be responsible for any monies expended by the proposer before award of a contract.

For proposals that have been selected for contract award, a Government Contracting Officer will draw up an appropriate contract to be signed by both parties before work begins. Any negotiations that may be necessary will be conducted between the offeror and the Government Contracting Officer. It should be noted that only a duly appointed contracting officer has the authority to enter into a contract on behalf of the U.S. Government.

Phase II proposals will be subject to technical review process similar to Phase I. Final decisions will be made by DoD Components based upon the scientific and technical evaluations and other factors, including a commitment for Phase III follow-on funding, the possible duplication with other research, or research and development, program balance, budget limitations and the potential of a successful Phase II effort leading to a product of continuing interest to DoD.

Upon written request and after final award decisions have been announced a debriefing may be provided to unsuccessful offerors, on their proposals.

### **4.2 Evaluation Criteria – Phase I**

The DoD Components plan to select for award those proposals offering the best value to the government with approximately equal consideration given to each of the following criteria, except for item a., which will receive twice the weight of any other item.

- a. Scientific/technical quality of the Phase I research or research and development proposal and its relevance to the topic description, with special emphasis on its innovation and originality.
- b. Qualifications of the principal investigator, other key staff, and consultants, if any, and the adequacy of available or obtainable instrumentation and facilities.
- c. Anticipated benefits of the research or research and development to the total DoD research and development effort.
- d. Adequacy of the Phase I proposed effort to show progress toward demonstrating the feasibility of the concept.

Where technical evaluations are essentially equal in merit, cost to the government will be considered in determining the successful offeror.

Technical reviewers will base their conclusions only on information contained in the proposal. It cannot be assumed that reviewers are acquainted with the firm or key individuals or any referred to experiments. Relevant supporting data such as journal articles, literature, including government publications, etc., should be contained or referenced in the proposal.

### **4.3 Evaluation Criteria – Phase II**

The Phase II proposal will be reviewed for overall merit based upon the criteria below. Each item will receive approximately equal weight, except for item a., which will receive twice the value of any other item.

- a. Anticipated benefits of the research or development to the total DoD research and development effort
- b. Scientific/technical quality of the proposal, with special emphasis on its innovation and originality.
- c. Qualifications of the principal investigator and other key personnel to carry out the proposed work.
- d. Degree to which the Phase I objectives were met at the time of Phase II proposal submission.
- e. Adequacy of the Phase II objectives to meet the opportunity or solve the problem.

The reasonableness of the proposed costs of the effort to be performed will be examined to determine those proposals that offer the best value to the government. Where technical evaluations are essentially equal in merit, cost to the government will be considered in determining the successful offeror.

In the case of proposals of approximately equal merit, the provision of a follow-on Phase III funding commitment for a continued development from non-federal funding sources will be a special consideration. The follow-on funding commitment

must provide that a specific amount of Phase III funds will be made available to or by the small business and indicate the dates the funds will be made available. It must also contain specific technical objectives which, if achieved in Phase II, will make the commitment exercisable by the small business. The terms cannot be contingent upon the obtaining of a patent due to the length of time this process requires. The funding commitment shall be submitted with the Phase II proposal.

Phase II proposal evaluation may include on-site evaluations of the Phase I effort by government personnel.

## 5.0 CONTRACTUAL CONSIDERATIONS

Note: Eligibility and Limitation Requirements (Section 1.4) Will Be Enforced

### 5.1 Awards (Phase I)

- a. Number of Phase I Awards. The number of Phase I awards will be consistent with the agency's RDT&E budget, the number of anticipated awards for interim Phase I modifications, and Phase II contracts. No Phase I contracts will be awarded until all qualified proposals (received in accordance with Section 6.2) on a specific topic have been evaluated. All proposers will be notified of selection/non-selection status for a Phase I award no later than January 2, 1991. The name of those firms selected for awards will be announced. The DoD Components anticipate making 1300 Phase I awards during Fiscal Year 1990.
- b. Type of Funding Agreement. All winning proposals will be funded under negotiated contracts and may include a fee or profit. The firm fixed price or cost plus fixed fee type contract will be used for all Phase I projects. Note: The firm fixed price contract is the preferred type for Phase I.
- c. Average Dollar Value of Awards. DoD Components will make Phase I awards to small businesses typically on one-half person-year effort over a period generally not to exceed six months, subject to negotiation. The legislative history of PL 97-219 and PL 99-443 clearly envisioned a large number of Phase I awards up to \$50,000 each, adjusted for inflation.

### 5.2 Awards (Phase II)

- a. Number of Phase II Awards. The number of Phase II awards will depend upon the results of the Phase I efforts and the availability of funds. The DoD Components anticipate making 450 Phase II awards during Fiscal Year 1990.
- b. Type of Funding Agreement. Each Phase II Proposal selected for award will be funded under a negotiated contract and may include a fee or profit.
- c. Project Continuity. Phase II proposers who wish to maintain project continuity must submit proposals no later than 30 days prior to the expiration date of the Phase I contract and must identify in their proposal the work to be performed for the first four months of the Phase II work and the costs associated therewith. These Phase II proposers may be issued modification to the Phase I contract, at the discretion of the government, covering an interim period not to exceed four months for preliminary Phase II work while the total Phase II proposal is being evaluated and a contract is negotiated. This modification would normally become effective at the completion of Phase I or as soon thereafter as possible. Funding, scope of work, and length of performance for this interim period will be subject to negotiations. Issuance of a contract modification for the interim period does not commit the government to award a Phase II contract.
- d. Average Dollar Value of Awards. Phase II awards will be made to small businesses based on results of the Phase I efforts and the scientific and technical merit of the Phase II proposal. Average Phase II awards will typically cover 2 to 5 person-years of effort over a period generally not to exceed 24 months, subject to negotiation. The legislative history of PL 97-218 and PL 99-443 clearly envisioned that the Phase II awards would be up to \$500,000 each, adjusted for inflation.

### 5.3 Reports

Six copies of a final report on the Phase I project must be submitted to the DoD component in accordance with the negotiated delivery schedule. This will normally be within thirty days after completion of the Phase I technical effort. The final report shall include a completed SF298, "Report Documentation Page" as the first page identifying the purpose of the work, a brief description of the work carried out, the findings or results, and potential applications of the effort. The summary may be published by DoD and therefore must not contain proprietary or classified information. The balance of the report should indicate in detail the project objectives, work carried out, results obtained, and estimates of technical feasibility.

To avoid duplication of effort, language used to report Phase I progress in a Phase II proposal, if submitted, may be used verbatim in the final report with changes only to accommodate results obtained after Phase II proposal submission, and modifications required to integrate the final report into a self-contained, comprehensive and logically structured document.

### 5.4 Payment Schedule

The specific payment schedule (including payment amounts) for each contract will be incorporated into the contract upon completion of negotiations between the DoD and the successful Phase I offeror. Successful offerors may be paid periodically as work progresses in accordance with the negotiated price and payment schedule. Phase I contract are primarily fixed price contracts, under which monthly progress payments may be made up to 85% of the contract price excluding fee or profit. The contract may include a separate provision for payment of a fee or profit. Final payment will follow completion of contract performance and acceptance of all work required under the contract. Other types of financial assistance may be available under the contract.

## 5.5 Markings of Proprietary or Classified Proposal Information

The proposal submitted in response to this solicitation may contain technical and other data which the proposer does not want disclosed to the public or used by the government for any purpose other than proposal evaluation.

Information contained in unsuccessful proposals will remain the property of the proposer. The government may, however, retain copies of all proposals. Public release of information in any proposal submitted will be subject to existing statutory and regulatory requirements.

If proprietary information is provided by a proposer in a proposal which constitutes a trade secret, proprietary commercial or financial information, confidential personal information or data affecting the national security, it will be treated in confidence, to the extent permitted by law, provided this information is clearly marked by the proposer with the term “confidential proprietary information” and provided that the following legend appears on the title page of the proposal:

“For any purpose other than to evaluate the proposal, this data except Appendix A and B shall not be disclosed outside the government and shall not be duplicated, used, or disclosed in whole or in part, provided that if a contract is awarded to the proposer as a result of or in connection with the submission of this data, the government shall have the right to duplicate, use or disclose the data to the extent provided in the contract. This restriction does not limit the government’s right to use information contained in the data if it is obtained from another source without restriction. The data subject to this restriction is contained in page(s) \_\_\_\_\_ of this proposal.”

Any other legend may be unacceptable to the government and may constitute grounds for removing the proposal from further consideration and without assuming any liability for inadvertent disclosure. The government will limit dissemination of properly marked information to within official channels.

In addition, each page of the proposal containing proprietary data which the proposer wishes to restrict must be marked with the following legend:

“Use or disclosure of the proposal data on lines specifically identified by asterisk (\*) are subject to the restriction on the cover page of this proposal.”

The government assumes no liability for disclosure or use of unmarked data and may use or disclose such data for any purpose.

In the event properly marked data contained in a proposal in response to this solicitation is requested pursuant to the Freedom of Information Act, 5 USC 552, the proposer will be advised of such request and prior to such release of information will be requested to expeditiously submit to the DoD Component a detailed listing of all information in the proposal which the proposer believes to be exempt from disclosure under the Act. Such action and cooperation on the part of the proposer will ensure that any information released by the DoD Component pursuant to the Act is properly determined.

Those proposers that have a classified facility clearance may submit classified material with their proposal. Any classified material shall be marked and handled in accordance with applicable regulations. Arbitrary and unwarranted use of this restriction is discouraged. Offerors must follow the Industrial Security Manual for Safeguarding Classified Information (DoD 5220.22M) procedures for marking and handling classified material.

## 5.6 Copyrights

To the extent permitted by statute, the awardee may copyright (consistent with appropriate national security considerations, if any) material developed with DoD support. DoD receives a royalty-free license for the Federal Government and requires that each publication contain an appropriate acknowledgement and disclaimer statement.

## 5.7 Patents

Small business firms normally may retain the principal worldwide patent rights to any invention developed with government support. The government receives a royalty-free license for its use, reserves the right to require the patent holder to license others in certain limited circumstances, and requires that anyone exclusively licensed to sell the invention in the United States must normally manufacture it domestically. To the extent authorized by 35 USC 205, the government will not make public any information disclosing a government-supported invention for a reasonable time period to allow the awardee to pursue a patent.

## 5.8 Technical Data Rights

Rights in technical data, including software, developed under the terms of any contract resulting from proposals submitted in response to this solicitation shall remain with the contractor, except that the government shall have the limited right to use such data for government purposes and shall not release such data outside the government without permission of the contractor for a period of two years from completion of the project from which the data was generated unless the data has already

been released to the general public. However, effective at the conclusion of the two-year period, the government shall retain a royalty-free license for government use of any technical data delivered under an SBIR contract whether patented or not.

## **5.9 Cost Sharing**

Cost sharing is permitted for proposals under this solicitation; however, cost sharing is not required nor will it be an evaluation factor in the consideration of a proposal.

## **5.10 Joint Ventures or Limited Partnerships**

Joint ventures and limited partnerships are eligible provided the entity created qualifies as a small business as defined in Paragraph 2.2 of this solicitation.

## **5.11 Research and Analytical Work**

- a. For Phase I a minimum of two-thirds of the research and/or analytical effort must be performed by the proposing firm unless otherwise approved in writing by the contracting officer.
- b. For Phase II a minimum of one-half of the research and/or analytical effort must be performed by the proposing firm.

## **5.12 Contractor Commitments**

Upon award of a contract, the contractor will be required to make certain legal commitments through acceptance of government contract clauses in the Phase I contract. The outline that follows is illustrative of the types of provisions required by the Federal Acquisition Regulations that will be included in the Phase I contract. This is not a complete list of provisions to be included in Phase I contracts, nor does it contain specific wording of these clauses. Copies of complete general provisions will be made available prior to award.

- a. Standards of Work. Work performed under the contract must conform to high professional standards.
- b. Inspection. Work performed under the contract is subject to government inspection and evaluation at all reasonable times.
- c. Examination of Records. The Comptroller General (or a fully authorized representative) shall have the right to examine any directly pertinent records of the contractor involving transactions related to this contract.
- d. Default. The government may terminate the contract if the contractor fails to perform the work contracted.
- e. Termination for Convenience. The contract may be terminated at any time by the government if it deems termination to be in its best interest, in which case the contractor will be compensated for work performed and for reasonable termination costs.
- f. Disputes. Any dispute concerning the contract which cannot be resolved by agreement shall be decided by the contracting officer with right of appeal.
- g. Contract Work Hours. The contractor may not require an employee to work more than eight hours a day or forty hours a week unless the employee is compensated accordingly (that is, receives overtime pay).
- h. Equal Opportunity. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.
- i. Affirmative Action for Veterans. The contractor will not discriminate against any employee or applicant for employment because he or she is physically or mentally handicapped.
- j. Affirmative Action for Handicapped. The contractor will not discriminate against any employee or applicant for employment because he or she is physically or mentally handicapped.
- k. Officials Not to Benefit. No member of or delegate to Congress shall benefit from the contract.
- l. Covenant Against Contingent Fees. No person or agency has been employed to solicit or secure the contract upon an understanding for compensation except bonafide employees or commercial agencies maintained by the contractor for the purpose of securing business.
- m. Gratuities. The contract may be terminated by the government if any gratuities have been offered to any representative of the government to secure the contract.
- n. Patent Infringement. The contractor shall report each notice or claim of patent infringement based on the performance of the contract.
- o. Military Security Requirements. The contractor shall safeguard any classified information associated with the contracted work in accordance with applicable regulations.

### 5.13 Additional Information

- a. General. This Program Solicitation is intended for information purposes and reflects current planning. If there is any inconsistency between the information contained herein and the terms of any resulting SBIR contract, the terms of the contract are controlling.
- b. Small Business Data. Before award of an SBIR contract, the government may request the proposer to submit certain organizational, management, personnel and financial information to confirm responsibility of the proposer.
- c. Proposal Preparation Costs. The government is not responsible for any monies expended by the proposer before award of any contract.
- d. Government Obligations. This Program Solicitation is not an offer by the government and does not obligate the government to make any specific number of awards. Also awards under this program are contingent upon the availability of funds.
- e. Unsolicited Proposals. The SBIR Program is not a substitute for existing unsolicited proposal mechanisms. Unsolicited proposal will not be accepted under the SBIR Program in either Phase I or Phase II.
- f. Duplication of Work. If an award is made pursuant to a proposal submitted under this Program Solicitation, the contractor will be required to certify that he or she has not previously been, nor is currently being paid for essentially equivalent work by an agency of the Federal Government.
- g. Classified Proposals. If classified work is proposed or classified information is involved, the offeror to the solicitation must have, or obtain, security clearance in accordance with the Industrial Security Manual for Safeguarding Classified Information (DoD 5220.22M).

## **6.0 SUBMISSION OF PROPOSALS**

An original plus (4) copies of each proposal or modification will be submitted, in a single package, as described below.

### **6.1 Address**

Proposals (5 copies) and modifications thereof must be addressed to that DoD Component address which is identified for the specific topic in that Component's section of Appendix D to this solicitation.

One copy must be an original signed by the principal investigator and an official empowered to commit the proposer. Other copies may be photocopied.

The name and address of the offeror, the solicitation number and the topic number for the proposal must be clearly marked on the face of the envelope or wrapper.

Mailed or handcarried proposals must be delivered to the address indicated for each topic. Secure packaging is mandatory. The DoD Component cannot be responsible for the processing of proposals damaged in transit.

All copies of a proposal must be sent in the same package. Do not send separate "information" copies or several packages containing parts of the single proposal.

### **6.2 Deadline for Proposals**

Deadline for receipt (5 copies) at the DoD Component is 2:00 p.m. local time, July 2, 1990. Any proposal received at the office designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before an award is made, and: (a) it was sent by registered or certified mail not later than June 26, 1990 or (b) it was sent by mail and it is determined by the government that the late receipt was due solely to mishandling by the government after receipt at the government installation.

Note: There are no other provisions for late receipt of proposals under this solicitation.

The only acceptable evidence to establish (a) the date of mailing of a late received proposal sent either by registered mail or certified mail is the U.S. Postal Service postmark on the wrapper or on the original receipt from the U.S. Postal Service. If neither postmark shows a legible date, the proposal shall be deemed to have been mailed late. The term "postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed on the date of mailing by employees of the U.S. Postal Service. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye "postmark" on both the receipt and the envelope or wrapper; (b) the time of receipt at the government installation is the time-date stamp of such installation on the proposal wrapper or other documentary evidence of receipt maintained by the installation.

Proposals may be withdrawn by written notice or a telegram received at any time prior to award. Proposals may also be withdrawn in person by an offeror or his authorized representative, provided his identity is made known and he signs a receipt for the proposal. (NOTE: the term "telegram" includes mailgrams.)

Any modifications or withdrawal of a proposal is subject to the same conditions outlined above. Any modification may not make the proposal longer than 25 pages. Notwithstanding the above, a late modification of an otherwise successful proposal which makes its terms more favorable to the government will be considered at any time is received and may be accepted.

### **6.3 Notification of Proposal Receipt**

Proposer desiring notification of receipt of their proposal must complete and include a self-addressed stamped envelope and a copy of the notification form (Reference B) in the back of this brochure. If multiple proposals are submitted, a separate form and envelope is required for each. Notification of receipt of a proposal by the government does not by itself constitute a determination that the proposal was received on time or not. The determination of timeliness is solely governed by the criteria set forth in Section 6.2.

### **6.4 Information on Proposal Status**

Evaluation of proposals and award of contracts will be expedited, but no information on proposal status will be available until the final selection is made. However, contracting officers may contact any and all qualified proposers prior to contract award.

### **6.5 Debriefing of Unsuccessful Offerors**

Upon written request and after final award decisions have been announced a debriefing may be provided to unsuccessful offerors for their proposals.

## **6.6 Correspondence Relating to Proposals**

All correspondence relating to proposals should cite the SBIR solicitation number, specific topic number and be addressed to the DoD Component whose address is associated with the specific topic number.



## **7.0 SCIENTIFIC AND TECHNICAL INFORMATION ASSISTANCE**

### **7.1 DoD Technical Information Services Available**

Recognizing that small business may not have strong technical information service support, the Defense Technical Information Center (DTIC) is prepared to give special attention to the needs of DoD SBIR Program participants.

DTIC is the central source of scientific and technical information resulting from and describing R&D projects that are funded by DoD. DTIC searches this information for registered requesters. Reasonable quantities of paper or microfiche copies of requested documents are available for SBIR Program proposal preparation.

DTIC will also provide referrals to DoD sponsored Information Analysis Centers (IACs) where specialists in mission areas assigned to these IACs perform informational and consultative services.

Many of the small business requesters who responded to previous DoD SBIR Program solicitations believe that the scientific and technical information DTIC provided enabled them to make better information bid/no bid decisions and prepare technical stronger proposals. People responding to this solicitation are encouraged to contact DTIC for bibliographies of technical reports that have resulted from prior DoD funded R&D, for copies of the technical reports which are cited in these bibliographies, and for information about DoD sponsored work currently in progress in their proposal topic areas.

DTIC assistance will include references to other sources of scientific and technical information needed to prepare SBIR Program proposals to DoD. Call or visit DTIC at the following location which is most convenient to you.

All written communications with DTIC must be made to the Cameron Station, Alexandria, VA address.

Defense Technical Information Center  
ATTN: DTIC-SBIR  
Building 5, Cameron Station  
Alexandria, VA 22304-6145  
(800) 368-5211 (toll free)  
(202) 274-6902 (Commercial for Virginia, Alaska, and Hawaii)

DTIC Boston On-Line Service Facility  
DTIC-BOS  
Building 1103, Hanscom AFB  
Bedford, MA 01731-5000  
(617) 377-2413

DTIC Albuquerque Regional Office  
AFWL/SUL Bldg. 418  
Kirtland AFB, NM 87117-6008  
(505) 846-6797

DTIC Los Angeles On-Line Service Facility  
Defense Contract Administration Services Region  
222 N. Sepulveda Blvd.  
El Segundo, CA 90245-4320  
(213) 335-4170

Use Reference C at the back of this solicitation or telephone DTIC to request background bibliographies and descriptions of work in progress related to those topic areas which you plan to pursue under this solicitation. DTIC will return the material you request, annotated with a temporary User Code. This User Code is to be used by you when requesting additional information or when ordering documents cited in a bibliography until the solicitation closing date.

Because solicitation response time is limited, submit your requests for DTIC's information services as soon as possible. To assure the fastest possible mail service, give DTIC your Federal Express Account Number to which mailing charges will be made for overnight delivery.

### **7.2 Other Technical Information Assistance Sources**

Other sources provide technology search and/or document services and can be contacted directly for service and cost information. These include:

Aerospace Research Applications Center  
P.O. Box 647  
Indianapolis, IN 46223  
(317) 264-4644

Central Industrial Applications Center  
Southeastern Oklahoma State University  
Durant, OK 74701  
(405) 924-6822

Information Strategists  
814 Elm Street  
Manchester, NH 03101  
(603) 624-8208

NASA/Florida State Technology Applications Center  
State University System of Florida, Progress Center  
1 Progress Blvd., Box 24  
Alachua, FL 32615  
(904) 462-3913

NASA Industrial Applications Center  
823 William Pitt Union  
University of Pittsburgh  
Pittsburgh, PA 15260  
(412) 648-7000

NASA/UK Technology  
University of Kentucky  
109 Kinkead Hall  
Lexington, KY 40506  
(606) 257-6322

NERAC, Inc.  
1 Technology Drive  
Tolland, CT 06084  
(203) 872-7000

National Technical Information Service  
5285 Port Royal Road  
Springfield, VA 22161  
(703) 487-4600

North Carolina Science and Technology Research Center  
P.O. Box 12235  
Research Triangle Park, North Carolina 27709  
(919) 549-0671

Western Research Applications Center (WESRAC)  
University of Southern California  
3716 S. Hope Street #200  
Los Angeles, California 90007  
(213) 743-6132

### **7.3 Counseling Assistance Available**

Small business firms interested in participating in the SBIR Program may seek general administrative guidance from small and disadvantaged business utilization specialists located in various Defense Contract Administration Services (DCAS) activities throughout the continental United States. These specialists are available to discuss general administrative requirements to facilitate the submission of proposals and ease the entry of the small high technology business into the Department of Defense marketplace. The small and disadvantaged business utilization specialists are expressly prohibited from taking any action which would give an offeror an unfair advantage over others, such as discussing or explaining the technical requirements of the solicitation, writing or discussing technical or cost proposals, estimating cost or any other actions which are the offerors responsibility as outlined in this solicitation (See Reference D at the end of this solicitation for a complete listing, with telephone numbers, of Small and Disadvantaged Business Utilization Specialists assigned to DCAS Activities).

#### **7.4 State Assistance Available**

Many states have established programs to provide services to those small firms and individuals wishing to participate in the Federal SBIR Program. These services vary from state to state, but may include:

- Information and technical assistance
- Matching funds to SBIR recipients
- Assistance in obtaining Phase III funding

Reference E contains a listing of States with established SBIR organizations known to the DoD SBIR Coordinator.

**8.0 TECHNICAL TOPICS**

Topics for each DoD Component are listed and number separately. Topics, topic descriptions, and addressed of organizations to which proposals are to be submitted are provided in Appendix D. Also included in Appendix D are instructions for contacting each DoD Component.

DEPARTMENT OF THE ARMY ..... Army 1-21  
DEPARTMENT OF THE NAVY.....Navy 1-130  
DEPARTMENT OF THE AIR FORCE ..... AF 1-80  
DEFENSE ADVANCED RESEARCH PROJECTS AGENCY ..... DARPA 1-35  
DEFENSE NUCLEAR AGENCY.....DNA 1-10  
STRATEGIC DEFENSE INITIATIVE ORGANIZATION ..... SDIO 1-7